

DOMESTIC CAPTIVE INSURANCE COMPANIES (Other than RRG and Association)

REQUIRED FILINGS FOR THE ABOVE STATE	DUE DATE
I. FINANCIAL STATEMENTS	
Annual Statement	3/1
Quarterly Financial Statement (8 ½" x 14") (if applicable)	5/15, 8/15, 11/15
II. AUDITED FINANCIAL STATEMENTS	
Audited Financial Statements	6/30
Letter of Qualifications	6/30
Report of Significant Deficiencies in Internal Controls	6/30
III. OTHER REQUIRED FILINGS	
Premium Tax	3/1
License Renewal Fees	3/1
Statement of Actuarial Opinion	6/30
Actuarial Opinion Summary	6/30

	NOTES AND INSTRUCTIONS	
A	Copies	2 hard copies and either a cd containing pdf of all documents contained in the filing or an electronic pdf of all documents contained in the filing
B	Required Filings Contact Person:	Annual Statement-Ann Pruett Ann.Pruett@state.de.us (302) 577-1207 Premium Taxes-Ann Fletcher Ann.Fletcher@state.de.us (302) 674-7383
C	Mailing Address:	Delaware Department of Insurance Captive Insurance Program 704 North King Street Suite 602 Wilmington, DE 19801
D	Mailing Address for Filing Fees:	MAILING: Delaware Insurance Department, c/o National City Bank, 6705 Reliable Parkway Chicago IL 60686; COURIER: Delaware Insurance Department, c/o National City Bank, Attn: Lockbox #6705, 5635 S. Archer Ave, Chicago IL 60638-1656
E	Mailing Address for Premium Tax Payments:	See address in Note D
F	Delivery Instructions:	All filings must be postmarked no later than the date due. If the due date falls on a weekend or holiday, then the deadline is extended to the next business day.
G	Late Filings:	Company's license may be suspended for refusal or failure to submit an annual report per Del. C. §6909a
H	Signature/Notarization/Certification:	Two executive officers or other authorized persons
I	Amended Filings:	File within 10 days of Amendment with explanation for the original filing, same should be followed for any amendment.
J	Exceptions from normal filings:	apply at least 30 days prior to due date with written explanation;
K	Sponsored Cells	A Balance Sheet and Income Statement is to be filed for each cell along with the consolidated financial statement